

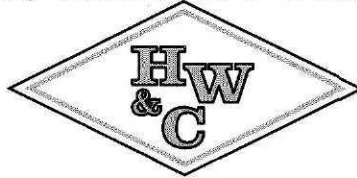
**The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Baton Rouge, Louisiana
December 31, 2011**

Table of Contents

| | | |
|---|------|----|
| Independent Auditor's Report | Page | 3 |
| Required Supplementary Information | | |
| Management's Discussion and Analysis | Page | 5 |
| Basic Financial Statements | | |
| Government-wide Financial Statements | | |
| Statement of Net Assets | Page | 9 |
| Statement of Activities | Page | 10 |
| Fund Financial Statements | | |
| Balance Sheet - Governmental Funds | Page | 12 |
| Reconciliation of Total Governmental Fund Balance | | |
| to Net Assets of Governmental Activities | Page | 13 |
| Statement of Revenues, Expenditures and Change | | |
| in Fund Balances of Governmental Funds | Page | 14 |
| Reconciliation of the Statement of Revenues, Expenditures | | |
| and Change in Fund Balances of Governmental Funds | | |
| to the Statement of Activities | Page | 15 |
| Notes to Financial Statements | Page | 16 |
| Required Supplementary Information | | |
| Schedule of Funding Progress | Page | 26 |
| Budgetary Comparison Schedule - General Fund | Page | 27 |
| Notes to Required Supplementary Information | Page | 28 |
| Report on Internal Control over Financial Reporting and on Compliance | | |
| and Other Matters Based on an Audit of Financial Statements | | |
| Performed In Accordance with <i>Government Auditing Standards</i> | Page | 29 |
| Schedule of Current Year Findings | Page | 31 |
| Schedule of Prior Year Findings | Page | 32 |

HAWTHORN, WAYMOUTH & CARROLL, L.L.P.

LOUIS C. McKNIGHT, III, C.P.A.
CHARLES R. PEVEY, JR., C.P.A.
DAVID J. BROUSSARD, C.P.A.
NEAL D. KING, C.P.A.
KARIN S. LEJEUNE, C.P.A.
ALYCE S. SCHMITT, C.P.A.



CERTIFIED PUBLIC ACCOUNTANTS

8555 UNITED PLAZA BLVD., SUITE 200
BATON ROUGE, LOUISIANA 70809
(225) 923-3000 • FAX (225) 923-3008

June 28, 2012

Independent Auditor's Report

Honorable Judges of
The Family Court of East Baton Rouge Parish - Judicial Expense Fund
Baton Rouge, Louisiana

We have audited the accompanying financial statements of the governmental activities and governmental funds of

**The Family Court of East Baton Rouge Parish
Judicial Expense Fund**

a component unit of the City of Baton Rouge, Parish of East Baton Rouge, Louisiana, as of and for the year ended December 31, 2011, which collectively comprise the basic financial statements as listed in the table of contents. These basic financial statements are the responsibility of the Judicial Expense Fund's management. Our responsibility is to express an opinion on these basic financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and governmental funds of The Family Court of East Baton Rouge Parish - Judicial Expense Fund as of December 31, 2011, and the respective changes in its financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated June 28, 2012, on our consideration of The Family Court of East Baton Rouge Parish - Judicial Expense Fund's internal control structure over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 5 through 7 and 26 through 28, respectively, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Yours truly,

Hawthorn, Weymouth & Carroll, LLP

**The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Management's Discussion and Analysis
December 31, 2011**

The purpose of this section is to offer management's discussion and analysis of The Family Court of East Baton Rouge Parish - Judicial Expense Fund's (Expense Fund) financial performance during the year ended December 31, 2011. It should be read in conjunction with the financial report taken as a whole.

Government-Wide Financial Statements

Government-wide financial statements are designed to be similar to private sector business in that all governmental and business-type activities are consolidated into columns which add to a total for the primary government. These statements combine Governmental Fund's current financial resources with capital assets and long-term obligations. Donated infrastructure is included.

The Statement of Net Assets presents information on all the Expense Fund's assets and liabilities, with the difference between the two reported as net assets. Over time, changes in net assets may serve as a useful indicator of whether or not the financial position of the Expense Fund is improving.

The Statement of Activities presents information on how the Expense Fund's net assets have changed during the most recent year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods. This is intended to summarize information and simplify the user's analysis of cost of various governmental services and/or subsidy to various business-type activities.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Traditional users of governmental financial statements will find the fund financial statement presentation more familiar. The focus is now on major funds rather than generic fund types.

Governmental Funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. The Governmental Major Fund presentation is presented on a sources and uses of liquid resources basis. This is the manner in which the financial plan is typically developed excluding certain timing differences between the budget basis and the generally accepted accounting principles (GAAP) basis. Unlike the government-wide financial statements, governmental fund financial statements focus on near-term outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's current financing requirements. The Expense Fund has presented the General Fund as a major fund.

Capital Assets

Capital assets include furniture and equipment, and all other tangible assets that are used in operations that have estimated useful lives greater than two years and exceed the government's capitalization threshold (See Footnote #3: Capital Assets).

The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Management's Discussion and Analysis
December 31, 2011

Notes to Financial Statements

The notes provide additional information essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements are a required part of the basic financial statements.

GOVERNMENTAL ACTIVITIES

The Expense Fund's operations are funded extensively by the City of Baton Rouge and Parish of East Baton Rouge (City-Parish). Operational funding by the City-Parish increased by \$11,446, or 1.3%, from 2010. The other major source of funding for the Expense Fund is court fees, which increased by \$1,247, or 1.2%, from 2010.

Statistical court information for the past three years is as follows. The Judicial Expense Fund began hearing child support cases in 2011; thus, the statistical information includes new case types with no comparative data for the prior years.

| | <u>2011</u> | <u>2010</u> | <u>2009</u> |
|------------------------------------|-------------|-------------|-------------|
| Divorces granted | 1,704 | 1,620 | 1,693 |
| New cases filed | 5,299 | 5,711 | 4,074 |
| Domestic violence cases | 2,050 | 1,796 | 1,796 |
| Disavowals | — | 2 | — |
| Annulments | — | 1 | 5 |
| Paternity cases and state | 793 | 1,191 | 1,073 |
| Dismissals | 151 | 154 | 176 |
| Qualified domestic relation orders | 113 | 121 | 144 |
| Stipulated judgments | 1,377 | 1,725 | 1,321 |
| Income assignments | 895 | 547 | 497 |
| Community property | 132 | 151 | 163 |
| Joint custody | 8 | 25 | 33 |
| Ex-parte custody | 74 | 77 | 55 |
| Rules | 6,399 | 5,867 | 5,488 |
| Contempt state | 1,697 | — | — |
| Deferred execution | 620 | — | — |
| Deferred sentencing | 635 | — | — |
| Modifications | 280 | — | — |
| Payment determination | 2,200 | — | — |
| Review | 361 | — | — |
| Suspension revocation | 9 | — | — |
| UISA | 581 | — | — |

**The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Management's Discussion and Analysis
December 31, 2011**

GOVERNMENTAL ACTIVITIES (Continued)

Condensed Financial Information

| | <u>2011</u> | <u>2010</u> | <u>2009</u> |
|-----------------------------------|---------------------|---------------------|---------------------|
| Assets | | | |
| Current assets | \$ 215,454 | \$ 388,529 | \$ 386,242 |
| Capital assets | <u>50,228</u> | <u>23,779</u> | <u>25,595</u> |
| Total Assets | <u>265,682</u> | <u>412,308</u> | <u>411,837</u> |
| Liabilities | | | |
| Current liabilities | 10,000 | 14,289 | 12,499 |
| Long-term liabilities | <u>734,127</u> | <u>583,469</u> | <u>469,359</u> |
| Total Liabilities | <u>744,127</u> | <u>597,758</u> | <u>481,858</u> |
| | <u>\$ (478,445)</u> | <u>\$ (185,450)</u> | <u>\$ (70,021)</u> |
| Net Assets | | | |
| Invested capital assets | \$ 50,228 | \$ 23,779 | \$ 25,595 |
| Unrestricted (deficit) | <u>(528,673)</u> | <u>(209,229)</u> | <u>(95,616)</u> |
| Total Net Assets (Deficit) | <u>\$ (478,445)</u> | <u>\$ (185,450)</u> | <u>\$ (70,021)</u> |
| Program Revenues | | | |
| Fees and fines | \$ 101,359 | \$ 100,112 | \$ 96,448 |
| City-Parish transfer | 889,330 | 877,884 | 835,170 |
| General Revenue | | | |
| Interest and other | <u>505</u> | <u>3,750</u> | <u>9,458</u> |
| | 991,194 | 981,746 | 941,076 |
| Program Expense | | | |
| Family Court | <u>(1,284,189)</u> | <u>(1,097,175)</u> | <u>(1,058,977)</u> |
| Net Change in Assets | <u>\$ (292,995)</u> | <u>\$ (115,429)</u> | <u>\$ (117,901)</u> |

Contacting Management

This financial report is designed to provide the citizens and taxpayers with a general overview of the Family Court of East Baton Rouge Parish - Judicial Expense Fund's finances and show the accountability for the money it receives. If you have any further questions about the report, or need additional information, contact the Court Administrative Office at 300 North Boulevard, Baton Rouge, Louisiana, (225) 389-4680.

Basic Financial Statements

**The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Statement of Net Assets
December 31, 2011**

| | <u>Governmental Activities</u> |
|-------------------------------------|---|
| Assets | |
| Current Assets | |
| Cash and cash equivalents | \$ 215,454 |
| Noncurrent Assets | |
| Capital assets, net of depreciation | <u>50,228</u> |
| Total assets | <u>265,682</u> |
| Liabilities | |
| Current Liabilities | |
| Compensated absences payable | <u>10,000</u> |
| Long-term Liabilities | |
| Compensated absences payable | 108,959 |
| Other post employment benefits | <u>625,168</u> |
| Total long-term liabilities | <u>734,127</u> |
| Total liabilities | <u>744,127</u> |
| Net Assets (Deficit) | |
| Invested in capital assets | 50,228 |
| Unrestricted (deficit) | <u>(528,673)</u> |
| Total net assets (deficit) | <u><u>\$(478,445)</u></u> |

The accompanying notes are an integral part of these statements.

The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Statement of Activities
Year Ended December 31, 2011

| Functions and Programs | <u>Expenses</u> | <u>Program Revenues</u> | | |
|-------------------------------|------------------------|--------------------------------|--|-------------------------------------|
| | | <u>Fees and Fines</u> | <u>Operating Grants and Contributions</u> | <u>Net Revenue (Expense)</u> |
| Governmental activities | | | | |
| Family Court | <u>\$1,284,189</u> | <u>\$101,359</u> | <u>\$889,330</u> | <u>\$(293,500)</u> |
| Total governmental activities | <u>\$1,284,189</u> | <u>\$101,359</u> | <u>\$889,330</u> | <u>(293,500)</u> |
| General Revenues | | | | |
| Interest | | | | <u>505</u> |
| Change in Net Assets | | | | <u>(292,995)</u> |
| Net Assets | | | | |
| Beginning of year | | | | <u>(185,450)</u> |
| End of year | | | | <u>\$(478,445)</u> |

The accompanying notes are an integral part of these statements.

Fund Financial Statements

The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Balance Sheet
Governmental Funds
December 31, 2011

| Assets | General Fund |
|---------------------------|-------------------------|
| Current assets | |
| Cash and cash equivalents | <u>\$215,454</u> |
| Total assets | <u>215,454</u> |
| Fund Balance | |
| Unassigned | <u>215,454</u> |
| Total fund balance | <u><u>\$215,454</u></u> |

The accompanying notes are an integral part of these statements.

**The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Reconciliation of Total Governmental Fund Balance
to Net Assets of Governmental Activities
December 31, 2011**

| | | |
|--|------------------|---------------------------|
| Total governmental fund balance | | \$ 215,454 |
| Amounts reported for governmental activities in the Statement of Net Assets are different because: | | |
| Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. | | 50,228 |
| Long-term liabilities are not due and payable in the current period and, therefore, are not recorded in the governmental funds. | | |
| Compensated absences payable | \$(118,959) | |
| Other post employment benefits | <u>(625,168)</u> | <u>(744,127)</u> |
| Net assets of governmental activities | | <u><u>\$(478,445)</u></u> |

The accompanying notes are an integral part of these statements.

The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Statement of Revenues, Expenditures and Change in Fund Balances
Governmental Funds
Year Ended December 31, 2011

| | General Fund |
|---|--------------------------|
| Revenues | |
| Fees and fines | \$ 101,359 |
| Interest | <u>505</u> |
| Total revenues | <u>101,864</u> |
| Other Financing Sources | |
| Operating transfers from primary government | <u>889,330</u> |
| Expenditures | |
| Current Operations | |
| Family Court | 1,116,279 |
| Capital expenditures | <u>43,701</u> |
| Total expenditures | <u>1,159,980</u> |
| Net Change in Fund Balance | (168,786) |
| Fund Balance, beginning of year | <u>384,240</u> |
| Fund Balance, end of year | <u><u>\$ 215,454</u></u> |

The accompanying notes are an integral part of these statements.

The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Reconciliation of the Statement of Revenues, Expenditures and Change in
Fund Balances of Governmental Funds to the Statement of Activities
Year Ended December 31, 2011

Net Change in Fund Balance - Total Governmental Funds \$(168,786)

Amounts reported for governmental activities in the
Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However,
in the Statement of Activities, the costs of those assets is allocated over
their estimated useful lives as depreciation expense.

| | | |
|------------------------------------|----------------|--------|
| Capital outlay | \$ 43,701 | |
| Depreciation expense | (12,555) | |
| Loss on disposal of capital assets | <u>(4,697)</u> | 26,449 |

Some expenses reported in the Statement of Activities do not require the
use of current financial resources and, therefore, are not reported as
expenditures in governmental funds.

| | | |
|--|------------------|------------------|
| Increase in compensated absences payable | (18,786) | |
| Increase in other post employment benefits liability | <u>(131,872)</u> | <u>(150,658)</u> |

| | |
|---|---------------------------|
| Change in net assets of governmental activities | <u><u>\$(292,995)</u></u> |
|---|---------------------------|

The accompanying notes are an integral part of these statements.

The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Notes to Financial Statements
December 31, 2011

Note 1-Summary of Significant Accounting Policies

The Family Court of East Baton Rouge Parish - Judicial Expense Fund ("Judicial Expense Fund") complies with accounting principles generally accepted in the United States of America (GAAP). GAAP includes all relevant Government Accounting Standards Board (GASB) pronouncements. In the government-wide financial statements, Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, have been applied unless those pronouncements conflict with or contradict GASB pronouncements, in which case, GASB prevails. The accounting and reporting framework and significant accounting policies are discussed in the subsequent sections of this note.

The Judicial Expense Fund was established in 1980 under Act No. 505 and Act 809 of 1995 for the purpose of paying expenses for the Family Court deemed necessary by the Judges for efficient operations of the court. The Judicial Expense Fund receives court fees collected on its behalf by the Clerk of Court of the Nineteenth Judicial District.

As the governing authority of consolidated government, the City of Baton Rouge, Parish of East Baton Rouge (City-Parish) is the financial reporting entity for the consolidated government. In compliance with the provisions of GASB No. 14, *The Financial Reporting Entity*, the financial reporting entity consists of the primary government (City-Parish), and includes all component units of which the City-Parish appoints a voting majority of the units' board; the City-Parish is either able to impose its will on the unit or a financial benefit or burden relationship exists.

The Judicial Expense Fund is part of the operations of the district court system that is fiscally dependent on the City-Parish. The City-Parish provides the court office space, court-rooms, personnel services, and other supplies and services. The nature of the relationship between the Judicial Expense Fund and the district court and the City-Parish is significant. Therefore, the Judicial Expense Fund was determined to be a component unit of the City of Baton Rouge, Parish of East Baton Rouge, the financial reporting entity.

The accompanying financial statements present information only on the Judicial Expense Fund maintained by The Family Court of East Baton Rouge Parish and do not present any other information on the District Court, the City-Parish, the general government services provided by the governmental unit, or other government units that comprise the financial reporting entity.

A. Basis of Presentation

The basic financial statements are presented in accordance with GASB No. 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*.

B. Basic Financial Statements

Government-wide Financial Statements - The Statement of Net Assets and Statement of Activities display information about the reporting government as a whole. They include all funds of the reporting entity. The government-wide presentation focuses primarily on the sustainability of the Judicial Expense Fund and the change in aggregate financial position resulting from the activities of the fiscal period.

**The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Notes to Financial Statements
December 31, 2011**

Note 1-Summary of Significant Accounting Policies (Continued)

B. Basic Financial Statements (Continued)

Fund Financial Statements - The financial transactions of the Judicial Expense Fund are reported in individual funds in the fund financial statements. Each fund is accounted for by a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues, and expenditures.

Only the governmental fund type is used by the Judicial Expense Fund. The focus of the governmental funds' measurement is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The fund used by the Judicial Expense Fund is described as follows:

General Fund - The general fund is the general operating fund and accounts for all activities of the Judicial Expense Fund.

C. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded, regardless of the measurement focus applied.

Measurement Focus - The government-wide financial statements are presented using the economic resources measurement focus. The accounting objectives of this measurement focus are the determination of operating income, change in net assets, and financial position. All assets and liabilities (whether current or non-current) associated with their activities are reported. All governmental funds utilize a current financial resources measurement focus in the fund financial statements. Only current financial assets and liabilities are generally included on the balance sheet. Operating statements present sources and uses of available spendable financial resources during a given period. The fund balance is the measure of available spendable financial resources at the end of the period.

Basis of Accounting - The government-wide financial statements are presented using the accrual basis of accounting. Revenues are recognized when earned, and expenses are recognized when incurred or economic assets are used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Revenues are recognized when "measurable and available." Measurable means the amount of the transaction can be determined, and available means collectible within the current period. Expenditures (including capital outlay) are recorded when the related fund liability is incurred.

D. Cash and Cash Equivalents

Cash and cash equivalents includes all demand deposits, savings accounts and certificates of deposit that do not contain a material early withdrawal penalty.

The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Notes to Financial Statements
December 31, 2011

Note 1-Summary of Significant Accounting Policies (Continued)

E. Receivables

In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of account receivable. Receivables are included in the fund financial statements if they are both measurable and available. Interest earnings are recorded when earned only if paid within 60 days since they would be considered both measurable and available. No receivables were reported as of December 31, 2011.

F. Capital Assets

Capital assets reported herein include only those assets purchased by the Judicial Expense Fund and do not reflect assets of the court obtained from other sources.

In the government-wide financial statements, capital assets purchased or acquired with an original cost of \$1,000 or more are capitalized and reported at historical cost. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

| | |
|--------------------------------|-------------|
| Office furniture and equipment | 5 - 7 years |
|--------------------------------|-------------|

In the fund financial statements, capital assets are accounted for as capital outlay expenditures of the fund upon acquisition.

G. Revenues

Substantially all government fund revenues are accrued. Those revenues include filing and license fees, fines, and court costs collected by other agencies and remitted to the Judicial Expense Fund in the following month, as well as, amounts due under grant contracts, interest, and transcript charges to attorneys. As a grant recipient, grant receivables and revenue are recognized when the applicable eligibility requirements, including time requirements, are met. *Resources transmitted before the eligibility requirements are met are reported as deferred revenue.*

H. Compensated Absences

The annual and sick leave plan adopted by the Judicial Expense Fund provides a maximum of 48 days per year per eligible employee. Upon termination, employees are paid for their unused vacation leave. Sick leave is allowed to accrue and accumulate. However, such sick leave benefits are payable only upon absence from work for medical reasons. Upon termination, accumulated sick leave lapses, and no payment is made for the unused accumulation.

Employees of the Judicial Expense Fund may accrue up to 30 days of compensatory time in lieu of overtime payment. Compensatory leave is paid by the Judicial Expense Fund upon termination, resignation, retirement or death up to the maximum accrual amounts. Whenever an employee exceeds the maximum accrual amounts, the excess is paid to the employee during the following month.

The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Notes to Financial Statements
December 31, 2011

Note 1-Summary of Significant Accounting Policies (Continued)

H. Compensated Absences (Continued)

GASB Statement No. 16, *Accounting for Compensated Absences*, requires governments to accrue compensated absences only to the extent it is probable that the employer will compensate the employees for the benefits through paid time off or some other means, such as cash payments upon termination or retirement. The Judicial Expense Fund records a liability for accrued vacation and compensatory time for each employee up to 120 days at the employees' current rates of pay.

GASB Statement No. 16 requires the accrual for sick leave if it is probable that the employer will compensate the employees for the benefits through cash payments conditioned on the employees' termination or retirement. Since the amount of accumulated sick leave lapses upon termination, no amount has been accrued.

The accrued compensated absences shown in the accompanying financial statements represent the liability for all employees of the Judicial Expense Fund, except the judges and the commissioners.

The liability (the amount estimated to be used in subsequent fiscal years) for governmental funds is maintained separately and represents a reconciling item between the fund and government-wide presentations.

I. Fund Balance

The following fund balance classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- *Nonspendable fund balance* - amounts that are not in a spendable form or are required to be maintained intact;
- *Restricted fund balance* - amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation;
- *Committed fund balance* - amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest level action to remove or change the constraint;
- *Assigned fund balance* - amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority; and
- *Unassigned fund balance* - amounts that are available for any purpose; positive amounts are reported only in the general fund.

At December 31, 2011, the Judicial Expense Fund only had unassigned fund balance.

J. Accounting Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make certain estimates and assumptions. Those estimates affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

**The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Notes to Financial Statements
December 31, 2011**

Note 2-Cash and Cash Equivalents

Cash and cash equivalents includes amounts in demand and time deposits. The Judicial Expense Fund may deposit funds in demand deposits, interest-bearing demand deposits, money-market accounts, or time deposits in accordance with LRS 39:121-1245.

At December 31, 2011, the Judicial Expense Fund cash balances are as follows:

| | <u>Carrying Amount</u> |
|----------------------------------|-----------------------------------|
| Demand deposits | \$ 18,254 |
| Interest-bearing demand deposits | <u>197,200</u> |
| | <u><u>\$215,454</u></u> |

These deposits are stated at cost, which approximates market.

Deposit balances (bank balances) at December 31, 2011 were secured as follows:

| | |
|---------------------------|------------------|
| Federal deposit insurance | <u>\$215,454</u> |
|---------------------------|------------------|

As of December 31, 2011, the Judicial Expense Fund's bank balances were fully insured by Federal deposit insurance and not exposed to custodial credit risks.

Note 3-Capital Assets

Capital asset activity for the year ended December 31, 2011 is as follows:

| | <u>Balance January 1</u> | <u>Additions</u> | <u>Deductions</u> | <u>Balance December 31</u> |
|--|-------------------------------------|-------------------------|--------------------------|---------------------------------------|
| Office furniture and equipment at historical cost | \$221,236 | \$43,701 | \$(174,989) | \$89,948 |
| Less: accumulated depreciation | <u>197,457</u> | <u>12,555</u> | <u>(170,292)</u> | <u>(39,720)</u> |
| Capital assets, net | <u>\$ 23,779</u> | <u>\$31,146</u> | <u>\$ (4,697)</u> | <u>\$50,228</u> |

Depreciation expense charged to governmental activities was \$12,555.

Note 4-Salary Expenditures

The Judicial Expense Fund administers and disburses the payroll for all District Court employees excluding the judges and the commissioners. The Parish of East Baton Rouge reimburses the fund for those salaries which are appropriated in the City-Parish budget.

Also, the Clerk of Court reimburses the Fund for a portion of an employee's salary who works for both the Judicial Expense Fund and the East Baton Rouge Parish Clerk of Court.

**The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Notes to Financial Statements
December 31, 2011**

Note 5-Defined Benefit Plans

Plan Description

The Judicial Expense Fund contributes to the Employee's Retirement System of the City of Baton Rouge, Parish of East Baton Rouge. The plan is a cost-sharing, multiple-employer defined benefit pension plan. The plan is administered by a board of trustees. The plan provides retirement benefits, disability benefits, annual cost-of-living adjustments, and death benefits to the plan members and their beneficiaries. The City of Baton Rouge and the Parish of East Baton Rouge Plan of Government and Louisiana Revised Statutes 11:2551 et seq. grant the respective board of trustees the authority to establish and amend benefit provisions of the plan.

The Retirement System is reported as a blended component unit of the City-Parish as defined by Governmental Accounting Standards Board Statement No. 14, *The Financial Reporting Entity*. Since the Retirement System is part of the City-Parish's reporting entity, its financial statements are included as a Pension Trust Fund by the primary government.

The board of trustees of the Retirement System was created by the City of Baton Rouge and the Parish of East Baton Rouge Plan of Government to administer the assets of the system, and is composed of seven members. Four of the trustees are members of the Retirement System. The remaining membership of the board consists of the Director of Finance, and two persons with business and accounting experience, appointed by the Metropolitan Council. All administrative expenses of the Retirement System are paid from funds of the system, and the board issues its own financial statements on an annual basis.

The Retirement System issues publicly available financial reports that include financial statements and required supplementary information for the plan. The financial reports may be obtained from the:

Retirement Administrator
Employees' Retirement System
City of Baton Rouge, Parish of East Baton Rouge
Post Office Box 1471
Baton Rouge, Louisiana 70821-1471

Funding Policy

Plan members are required to contribute 9.5% of their annual covered salary and the Judicial Expense Fund is required to contribute at an actuarially determined rate. The current rate is 22.45% of annual covered payroll, which is contributed to the Employee's Retirement System of the City of Baton Rouge. The Judicial Expense Fund's contributions to the plans for the past three years were as follows:

| <u>Year</u> | <u>Contribution Rates</u> | | <u>Amount Contributed</u> |
|-------------|---------------------------|-----------------|-------------------------------|
| | <u>Employee</u> | <u>Employer</u> | |
| 2011 | 9.50% | 22.45% | \$100,507 |
| 2010 | 9.50% | 19.83% | 88,990 |
| 2009 | 9.50% | 19.83% | 67,744 |

The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Notes to Financial Statements
December 31, 2011

Note 6-Other Post Employment Benefits

Judicial Expense Fund employees may, at their discretion, participate in the employees' group life, health, and dental insurance programs sponsored by the government and administered by the City-Parish Human Resources Department along with outside third-party insurance providers or administrative agents. Both employee/retiree premiums and the employer contribution toward the premiums are set each year in the Metropolitan Council approved budget.

Plan Description

The Plan is a single-employer defined benefit "substantive plan" as understood by past practices of the employer and its employees. Although no written plan or trust currently exists or is sanctioned by law, the OPEB plan is reported based on communications to plan members.

Retirees may continue personal health and dental insurance coverage in accordance with Parish Resolution 10179 adopted by the Parish Council on December 13, 1972 and amended by Metropolitan Council Resolution 42912 adopted November 12, 2003. Based on current practices, upon retirement, a totally vested employee may continue his coverage paying the same premiums and receiving the same benefits as active employees. The government pays the following percentages of scheduled premiums:

| <u>Years of Service</u> | <u>Vested Percentage</u> |
|-------------------------|--------------------------|
| Fewer than 10 | 25% |
| 10-15 years | 50% |
| 15 - 20 years | 75% |
| Over 20 years | 100% |

Funding Policy

The contribution requirements of the employees/retirees and the participating City-Parish employers are established in the annual operating budget and may be amended in subsequent years. During 2011, the health/dental plan was funded with employees and retirees contributing 25% - 39% of the health and dental premiums and the City-Parish contributing 61% - 75% of the health and dental premiums, dependent upon the number of family members covered. One hundred percent of required premiums on the \$5,000 retiree life insurance policy is funded by the employer. Effective January 1, 2003, the employer portion of pay-as-you-go OPEB insurance premiums are allocated over all employers and funds that participate in the OPEB plan.

The employer contribution to the OPEB plan for 2011 totaled \$54,037 or approximately 9.5% of gross payroll as approved by the Metropolitan Council in the 2011 operating budget.

Annual OPEB Cost and Net OPEB Obligation

The City-Parish's annual OPEB cost (expense) was calculated based on the *annual required contribution* of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities over the actuarial amortization period.

**The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Notes to Financial Statements
December 31, 2011**

Note 6-Other Post Employment Benefits (Continued)

Annual OPEB Cost and Net OPEB Obligation (Continued)

The following table shows the Judicial Expense Fund's OPEB cost for the year and the amount actually contributed to the plan during the year.

| | |
|---------------------------------|------------------|
| Annual required contribution | \$185,782 |
| Interest on net OPEB obligation | 19,609 |
| Adjustment to ARC | <u>(19,482)</u> |
| Annual OPEB cost (expense) | 185,909 |
| Less: Contributions made | <u>54,037</u> |
| Increase in the OPEB obligation | 131,872 |
| Net OPEB obligation | |
| Beginning of year | <u>493,296</u> |
| End of year | <u>\$625,168</u> |

Trend information for OPEB plan:

| Fiscal Year Ending | Annual OPEB Cost | Percentage of Annual OPEB Cost Contributed | Net OPEB Obligation |
|-------------------------------|---------------------------------|---|------------------------------------|
| December 31, 2011 | \$185,909 | 29% | \$625,168 |
| December 31, 2010 | \$163,944 | 33% | \$493,296 |
| December 31, 2009 | \$159,412 | 23% | \$383,346 |

As of January 1, 2011, the most recent actuarial valuation date, the plan was zero percent funded. No separate calculation was made for the Judicial Expense Fund's portion of the actuarial accrued liability for benefits. For additional information related to the actuarial accrued liability for the benefits, see the City-Parish audit report. This report may be obtained from the City-Parish, 222 St. Louis Street, Room 431, Baton Rouge, Louisiana.

Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing benefit costs between the employer and the plan members. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

The unit credit actuarial cost method was used for the January 1, 2011 actuarial valuation. Because the government currently finances OPEB using a pay-as-you-go approach, the discount rate is based on the historical and expected investments that are expected to be used in financing the payment of benefits.

The actuarial assumptions included a 4% investment rate of return compounded annually. Life expectancies were based on the Sex Distinct RP2000 Combined Healthy Mortality Table. Turnover rates were based on the government's historical data and modified based on years of employment.

**The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Notes to Financial Statements
December 31, 2011**

Note 6-Other Post Employment Benefit (Continued)

Actuarial Methods and Assumptions (Continued)

The healthcare trend rate for 2011 is assumed to be 7.20%. The actuarial valuation also assumes that (1) female spouses are three years younger than males; (2) 55% of active participants married at retirement will elect spouse's coverage; (3) no employees will have dependent children at retirement; (4) all employees will elect Medicare coverage when they are first eligible; and (5) 75% of members subject to the vesting table are assumed to elect retiree medical coverage upon retirement and 85% of members not subject to the vesting table are assumed to elect coverage upon retirement.

The amortization method for the plan is a level percentage of payroll with a thirty year open amortization. The expected long-term payroll growth rate was estimated at 3% compounded annually. The remaining amortization period at January 1, 2011 was thirty years.

Note 7-Compensated Absences Payable

The following is a summary of changes in compensated absences payable for the year ended December 31, 2011:

| | <u>Balance Beginning of Year</u> | <u>Additions</u> | <u>Deletions</u> | <u>Balance End of Year</u> | <u>Due Within One Year</u> |
|--------------------------------|--------------------------------------|------------------|--------------------|--------------------------------|--------------------------------|
| Governmental Activities | | | | | |
| Compensated absences payable | <u>\$100,173</u> | <u>\$52,847</u> | <u>\$ (34,061)</u> | <u>\$118,959</u> | <u>\$10,000</u> |

Note 8-Concentrations of Credit Risk

Intergovernmental revenues represent amounts due from other East Baton Rouge Parish governmental agencies and the State of Louisiana. Payment of these amounts is partly dependent upon the economic and financial conditions within East Baton Rouge Parish.

Note 9-Operating Leases

During 2011, the Judicial Expense Fund was obligated under two operating leases for copier rental. Future minimum operating lease payments on non-cancellable lease for the next five years are as follows:

| | |
|------|---------|
| 2012 | \$6,149 |
| 2013 | 3,191 |
| 2014 | 3,191 |
| 2015 | 3,191 |
| 2016 | 2,393 |

The total expense incurred under these leases was \$3,912 for 2011.

Note 10-Subsequent Events

The Judicial Expense Fund evaluated all subsequent events through June 28, 2012, the date the financial statements were available to be issued. As a result, the Judicial Expense Fund noted no subsequent events that required adjustment to, or disclosure in, these financial statements.

Required Supplementary Information

**The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Schedule of Funding Progress
Year Ended December 31, 2011**

| Actuarial Valuation Date | Actuarial Value of Assets (a) | Actuarial Accrued Liability (AAL) Entry Age (b) | Unfunded AAL (UAAL) (b-a) | Funded Ratio (a/b) | Covered Payroll (c) | UAAL as a Percentage of Covered Payroll ((b-a)/c) |
|---|--|--|--|-----------------------------------|------------------------------------|--|
| 01/01/11 | \$0.00 | \$1,048,339,169 | \$1,048,339,169 | 0.00% | \$163,306,305 | 641.9% |
| 01/01/10 | 0.00 | 869,098,994 | 869,098,994 | 0.00% | 160,233,765 | 542.4% |
| 01/01/09 | 0.00 | 869,098,994 | 869,098,994 | 0.00% | 160,233,765 | 542.4% |
| 01/01/08 | 0.00 | 865,362,027 | 865,362,027 | 0.00% | 153,021,360 | 565.5% |
| 01/01/07 | 0.00 | 829,249,403 | 829,249,403 | 0.00% | 145,271,905 | 570.8% |

**The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Budgetary Comparison Schedule - General Fund
Year Ended December 31, 2011**

| | <u>Budgetary Amounts</u> | | <u>Actual Amounts (Budgetary Basis) (See Note A)</u> | <u>Variance with Final Budget - Positive (Negative)</u> |
|---|--------------------------|------------------|--|---|
| | <u>Original</u> | <u>Final</u> | | |
| Budgetary Fund Balance | | | | |
| Beginning of year | <u>\$384,240</u> | <u>\$384,240</u> | <u>\$ 384,240</u> | <u>\$ —</u> |
| Resources - Inflows | | | | |
| Fees and fines | — | — | 101,359 | 101,359 |
| Interest income | — | — | 505 | 505 |
| Transfers from primary government | <u>889,330</u> | <u>889,330</u> | <u>889,330</u> | <u>—</u> |
| Amounts available for appropriation | <u>889,330</u> | <u>889,330</u> | <u>991,194</u> | <u>101,864</u> |
| Charges to Appropriations - Outflows | | | | |
| Salaries | 438,140 | 475,580 | 475,580 | — |
| Employee benefits | 207,810 | 207,810 | 204,211 | 3,599 |
| Supplies and other expenses | 28,159 | 28,159 | 257,945 | (229,786) |
| Contractual services | 177,781 | 177,781 | 178,543 | (762) |
| Capital outlay | <u>—</u> | <u>—</u> | <u>43,701</u> | <u>(43,701)</u> |
| Total charges to appropriations | <u>851,890</u> | <u>889,330</u> | <u>1,159,980</u> | <u>(270,650)</u> |
| Budgetary Fund Balance | | | | |
| End of year | <u>\$421,680</u> | <u>\$384,240</u> | <u>\$ 215,454</u> | <u>\$(168,786)</u> |

**The Family Court of East Baton Rouge Parish
Judicial Expense Fund
Notes to Required Supplementary Information
December 31, 2011**

Note 1-Budgetary Accounting and Control

A. Budget Law

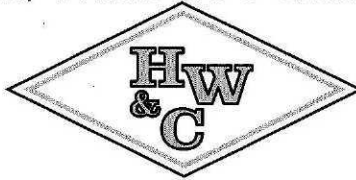
The Judicial Expense Fund annual operating budget is prepared by the City of Baton Rouge, Parish of East Baton Rouge, according to the provisions of the Louisiana Municipal Budget Act. In accordance with those provisions, the following procedures are used in adopting the annual budget for the General Fund:

1. An operating budget is prepared for the general fund at least fifteen days prior to the commencement of the budgetary fiscal year. The operating budget includes proposed expenditures and the means of financing them for the upcoming year;
2. The budget is available for public inspection at least fifteen days prior to the beginning of the fiscal year;
3. The budget is adopted after consideration of public comment, if any, and authorized for implementation on the first day of the fiscal year;
4. The general fund budget is prepared on a detailed line item basis with revenues budgeted by source. Expenditures are budgeted by character (personnel services, group benefits, supplies, contractual services and capital outlay). Total expenditures constitute the legal level of control. Expenditures may not exceed the sum of appropriations plus the unreserved prior year fund balance. The budget may be revised during the year as estimates regarding revenues and expenditures change; and
5. Appropriations lapse at the end of each fiscal year.

B. Budgetary Accounting

The general fund budget is prepared using the modified accrual basis of accounting.

HAWTHORN, WAYMOUTH & CARROLL, L.L.P.



LOUIS C. McKNIGHT, III, C.P.A.
CHARLES R. PEVEY, JR., C.P.A.
DAVID J. BROUSSARD, C.P.A.
NEAL D. KING, C.P.A.
KARIN S. LEJEUNE, C.P.A.
ALYCE S. SCHMITT, C.P.A.

CERTIFIED PUBLIC ACCOUNTANTS

8555 UNITED PLAZA BLVD., SUITE 200
BATON ROUGE, LOUISIANA 70809
(225) 923-3000 • FAX (225) 923-3008

June 28, 2012

**Report on Internal Control over Financial Reporting and on Compliance
and Other Matters Based on an Audit of Financial Statements
Performed In Accordance with *Government Auditing Standards***

The Family Court of the Parish of East Baton Rouge
Judicial Expense Fund
Baton Rouge, Louisiana

We have audited the accompanying financial statements of the governmental activities and governmental funds of The Family Court of the Parish of East Baton Rouge Judicial Expense Fund, a component unit of the City of Baton Rouge, Parish of East Baton Rouge, Louisiana, as of and for the year ended December 31, 2011, and have issued our report thereon dated June 28, 2012. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered The Family Court of the Parish of East Baton Rouge Judicial Expense Fund's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements but not for the purpose of expressing an opinion on the effectiveness of The Family Court of the Parish of East Baton Rouge Judicial Expense Fund's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of The Family Court of the Parish of East Baton Rouge Judicial Expense Fund's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether The Family Court of the Parish of East Baton Rouge Judicial Expense Fund's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the Judges, management, City of Baton Rouge, Parish of East Baton Rouge and the Legislative Auditor and is not intended to be and should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Yours truly,

Hawthorn, Wymouth & Carroll, LLP

The Family Court of East Baton Rouge Parish - Judicial Expense Fund
Schedule of Current Year Findings
Year Ended December 31, 2011

None.

The Family Court of East Baton Rouge Parish - Judicial Expense Fund
Schedule of Prior Year Findings
Year Ended December 31, 2011

None.